



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-3

May 25, 2000

Nila H. Kim, Treasurer
Adam Smith for Congress
P.O. Box 23626
Federal Way, WA 98093

Identification Number: C00304709

Reference: Year End Report (7/1/99-12/31/99)

Dear Ms. Kim:

On May 2, 2000, you were notified that a review of the above-referenced report(s) raised questions as to specific contributions and/or expenditures, and the reporting of certain information required by the Federal Election Campaign Act.

Your May 15, 2000, response is incomplete because you have not provided all the requested information. For this response to be considered adequate, the following information is still required.

-In your response you state that you are demonstrating "best efforts" through oral and written documentation and will be submitting an additional amended memo Schedule A to disclose the missing information. In order to establish "best efforts" as described in our initial letter, please clarify whether your:

- original solicitations include a clear and conspicuous request for the contributor information and inform the contributor of the requirements of federal law for the reporting of such information;
- follow-up requests occur no later than 30 days after receipt of the contribution, clearly ask for the information without soliciting a contribution and inform the contributor of the requirements of federal law for the reporting of such information;
- oral follow-up requests are documented in writing; and